

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
**CASTROVILLE COMMUNITY SERVICES DISTRICT**  
December 19, 2017

President Ron Stefani called the meeting to order at 4:30 p.m.

**ROLL CALL:**

**Directors Present:** President Ron Stefani, Vice President Silvestre Montejano, Director Glenn Oania and Director James Cochran

**Absent:** Director Adriana Melgoza

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Grant T. Leonard

**PLEDGE OF ALLEGIANCE**

At the request of President Ron Stefani, Vice President Silvestre Montejano led the Pledge of Allegiance.

**PUBLIC COMMENTS**

1. President Ron Stefani called for Public Comments – Grant T. Leonard wished everyone a Merry Christmas and Happy New Year!

**CONSENT CALENDAR**

1. A motion was made by Glenn Oania and seconded by James Cochran to approve the minutes of the November 21, 2017 Scheduled Board Meeting. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter received from ACWA JPIA recognizing Castroville CSD for having a Loss Ratio of 20% or less in the Liability (for the period 10/01/2013 - 09/30/2016) and the Property (for the period 04/01/2013 – 03/31/2016 programs.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. *The Monterey County Weekly* – To stave off seawater intrusion, county supes support a moratorium on new wells
2. *The Monterey Herald* – Hillside berry farms trigger erosion, speed flooding on central coast
3. *CSDA e-News* – Changes to control guidelines detect and prevent financial errors and fraud

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. Surplus HHR vehicle and 2007 Chevy truck and replace with a new model truck – General Manager Eric Tynan informed the Board that he would like to sell the HHR vehicle and 2007 Chevy truck. The HHR vehicle is not working out like he had anticipated. The operators do not feel comfortable driving this vehicle for the reason that it has limited window side views. District policy for new vehicles is 8

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years or 80,000 miles. A new truck is needed for the Operations Department and Jonathan would be the operator assigned to this new vehicle. A motion is made by Glenn Oania and seconded by Silvestre Montejano for General Manager Eric Tynan to proceed with selling the HHR vehicle and 2007 Chevy truck and to look at purchasing a new truck for the Operations Department. The motion carried by the following:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

**District Legal Counsel Lloyd Lowrey arrives at 4:39 p.m.**

2. Announce position opening for Water Service-Collection System Maintenance Worker I (Operator 1) as Alex Torres has resigned – General Manager Eric Tynan reported to the Board that the most recent operator hired June 2017, resigned the 15<sup>th</sup> of December for another job opportunity in San Jose. He will wait until after the holidays to start filling this position. The other operator hired in April 2017, Jonathan Varela continues to do a great job.
3. Approve Castroville CSD Destruction Certificate #12-2017 as the retention period for listed records have expired – The Board viewed Castroville CSD Destruction Certificate #12-2017. A motion is made by Glenn Oania and seconded by James Cochran to approve the destruction of records listed on Castroville CSD Destruction Certificate #12-2017 as the retention period for listed records has expired. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

4. Opposition of 2015 Moss Landing Sewer Allocation Plan from Moss Landing Harbor District regarding the Moss Landing Community Plan – General Manager Eric Tynan informed the Board that the Moss Landing Harbor District still wants to keep in place the 1984 Sewer Allocation Plan. The Moss Landing Harbor District is threatening to sue Monterey County if the 1984 Sewer Allocation Plan is changed. The current 2015 Moss Landing Sewer Allocation Plan increases allocation from 105 to 140 K/G/D. General Manager Eric Tynan stated that there is plenty of capacity and furthermore the Castroville CSD owns and operates the sewer system since July 2014 not the County.
5. New President shall be elected every two years by the Board, acquire the chair as of January as it is the Board's policy to rotate the office of President among the Board members – Per Board policy it is time for the Board to elect a new president and vice president. After some discussion, a motion is made by James Cochran and seconded by Glenn Oania to elect Silvestre Montejano as Board President and Adriana Melgoza as Vice President effective as of January 19, 2018. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

6. District Legal Counsel Lloyd Lowrey informed the Board that an item can be added to the agenda that arose after the posting of the agenda if it is a matter of urgency and a decision is needed before the next regular board meeting. A motion is made by James Cochran and seconded by Glenn Oania to add this item to the agenda in which the Castroville CSD District has a significant stake in. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

7. Urgent item required a decision on whether the Castroville CSD should consider approving intervention as a party in CPUC proceeding A. 1201-19 - The Board needs to decide if they want to approve intervention as a party to in the CPUC proceedings in order to be assured as a participant at the next meeting. District Legal Counsel Lloyd Lowrey informed the Board that in his opinion that this Board does not have enough information yet to make an informed decision and recommended the Board wait until the next regularly scheduled meeting, the 16<sup>th</sup> of January 2018 on whether to become a party or not. However, this will mean that Castroville CSD will not have a direct seat at the 11<sup>th</sup> of January 2018 meeting. President Ron Stefani will be able to attend on behalf of Monterey One Water but cannot report back to Castroville CSD due to Brown Act violations. A motion is made by Glenn Oania and seconded by Silvestre Montejano to table this item until the January 16, 2018 board meeting. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

#### **UNFINISHED BUSINESS:**

1. Update on levels for Well #2, #3 #4 and #5 – General Manager Eric Tynan informed the Board on the current well levels as of December 1, 2017 were as follows: Well #2 is currently at -12.6 feet below sea level and November 1, 2017 it was actually -18 but it was reported as -12.6 feet below sea level as it was recalculated due to the sounders being off. Well #3 is currently at -34.5 feet below sea level and November 1, 2017 it was actually -50 but it was reported as -45.5 feet below sea level as it was recalculated due to the sounders being off, and Well #4 is at -36 feet below sea level and December 1, 2017 it was -50.9 feet below sea level. Well #5 is currently at -35 feet below sea level and November 1, 2017 it was -35. A graph of the well trends for the months August 2015 through December 2017 can be viewed on page 20 of the board packet. General Manager Eric Tynan stated that the District should be pushing hard for the Desal Plan that CalAm wants to build.
2. Update on the Local Groundwater Sustainability Agency (GSA) Formation and Alternate Director for the Small Water System/Disadvantaged Community Seat on the Board of Directors for the Salinas Valley GSA – President Ron Stefani informed the Board that the main topic of discussion at this meeting was the proposed moratorium on new wells. General Manager Eric Tynan also attended this meeting. To stave off seawater intrusion, county supervisors support a moratorium on new wells.
3. Update on status of grants for Moss Landing-Sewer Zone 3, Castroville-Sewer Zone 1 and Castroville-Water Zone 1 for system upgrades and improvements - General Manager Eric Tynan reminded the Board that Castroville CSD is still waiting to be notified on the outcome of the application by the State Water Resource Control Board. The District being designated as a “Severely Disadvantaged Community” should provide an advantage with grant funding. A funding update provided by Lidia Gutierrez with Gutierrez Consultants who is assisting the District with the grant application can be viewed on pages 21-28 of this board packet.
4. Update on 630,000 gallon Welded Steel Tank Painting Project – General Manager Eric Tynan informed the Board the “Notice of Award” has been mailed out to the contractor selected, Quality Painting and Maintenance. The project is not scheduled to start until April when the weather is better.
5. Update on radio system upgrades for water and sewer systems for \$15,956 and have contractor install – General Manager Eric Tynan notified the Board that at last month’s board meeting the Board had approved the purchase of the equipment (radio system upgrades) for water and sewer systems for \$15,956. The contractor he has selected to do the upgrades, Mike Brigham with Life Support Controls LLC is currently out of town.
6. Response from alarm company for Castroville CSD District break-in on November 21, 2017 at 4:30 a.m.- General Manager Eric Tynan reported to the Board that he informed the alarm company, All Safe Security Alarm that the Board was not pleased to find out that the alarm monitors failed to respond during the break-in on November 21, 2017. Furthermore, he had All Safe Security Alarm replace the four monitors that failed to respond at no cost to the District.

**BOARD OF DIRECTORS COMMUNICATION:** When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water board meeting – President Ron Stefani reported to the Board that at this meeting the board was provided an update on the Groundwater Replenishment (GWR) Project and Urban Reclamation Projects. Also, discussed was to consider recommending approval of a budget amendment to allocate budget for Pure Water Monterey expansion activities.
2. Update on meetings/an educational class attended by the Directors – None to report.

### GENERAL OPERATIONS

1. General Manager's Report – Compliance update, current projects update, meetings/seminars update, staff update, suggestive projects discussions
2. Operation's Report
  - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
  - b) Water -Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
  - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
3. Customer /Billing Reports – Water Sales, Water Usage, A/R Update, Customer Service Update
4. Financial Reports – Treasures L.A.I.F. Report, Internal Report, Administration Update

*General Operations Reports were accepted as presented*

**CHECK LIST** – November 2017. A motion was made by Glenn Oania and seconded by James Cochran to pay all bills presented. The motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

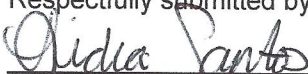
### CLOSE:

There being no further business, a motion was made by Glenn Oania and seconded by Silvestre Montejano to adjourn to the next scheduled Board meeting; the motion carried by the following vote:

AYES:	4	Directors:	Montejano, Oania, Cochran and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

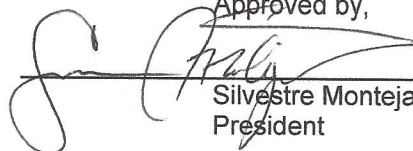
The meeting adjourned at 5:24 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by,



Silvestre Montejano  
President